

VPP Meeting Minutes – March 5, 2008

Attendees:

HS-1.4		Dawn Cheek
HS-10		Mohandas Bhat
HS-20	Colette Broussard	Duli Agarwal
HS-30	Bob Czincila	Dave Smith, Paul Lin
HS-40	Arnold Guevara	Martha Thompson
HS-50	Jim Szenasi	Candy Sanchez
HS-60	Bill Miller	Karen Hsing
HS-70	Dick Donovan	Rick Faiver
HS-80		
HS-90		Fletcher Whitworth

(Phone ins: Dawn Cheek, Paul Lin, Arnold Guevara, Jim Szenasi, Candy Sanchez, Bill Miller, Karen Hsing, Dick Donovan, Rick Faiver)

1. Safety Share- Presented by Mohandas Bhat. The topic was exercises that could be done at your desk to promote health and stress release, including the ever so popular “buns of steel”...
2. Mentoring session - ½ to 1 full day meeting with individuals from the West Coast/Mid West who have successfully implemented VPP at their site. They will share lessons learned from their experience. All committee members will participate in this session.

Action: Members are to email Colette Broussard and Brad Davy their dates of availability (early April, end of April, or sometime in May) by March 15.

3. Union representation- Stephanie Martin was to contact Barry Clark.

Action: Colette Broussard will contact Stephanie to check the status.

4. Martha Thompson contacted the National Association of Special Police and Security Officers (NASPSO) to determine a point of contact. The Local 220 of the NASPSO is the appropriate organization. The Point of Contact is Officer McRae.

Action: Officer McRae will be contacted, most likely by Martha, to become a member of the VPP Committee.

5. Charter Edits –

- a. Reviewed comments submitted by Bob Loesch. Agreed upon changes changes were captured as 3-5-08 Draft document.
- b. There was much discussion on the Responsibilities section at which time the discussion was tabled to take a look at the Functioning section which might better delineate what responsibilities need to be addressed.
- c. Ran out of time, so next meeting we will continue with the Charter discussion at the Functioning section.
- d. It was suggested that we not spend too much more time “noodling” the Charter, but get a good working draft and begin to implement. The Charter can be updated as appropriate.

6. Nominating Co-Chairs - At an upcoming meeting, there will need to be a vote to elect Co-Chairs. To date, two names have been brought forward: Colette Broussard and Fletcher Whitworth.

Action: Anyone else who would like to be considered for the Co-Chair position, send an email to Brad Davy and Colette Broussard indicating your interest ASAP.
NOTE: Co-chairs need to be one management and one staff.

7. Meeting Times: The 12:00 noon – 1:00pm Wednesday meeting time was briefly discussed. For now, this time slot is recommended because participation is voluntary. Once the working Charter is completed, Co-Chairs are nominated/elected, and business is ready to be conducted, then the meeting time can be discussed again and the members can decide if a new meeting time should be established.

8. Draft Charter Distribution – Colette Broussard will distribute the Draft Charter for comment.

Action: Send comments to Brad Davy and Colette Broussard.

9. Need to secure members from remaining HSS organizations not represented (i.e., HS-1.1, HS-1.2, HS-1.3)

10. Next Meeting – Wednesday, March 12, 2008 from 12:00 – 1:00. An evite with the meeting room and call-in number will be distributed.

- a. No voting will be done at this meeting.
- b. Finalize draft of Charter.
- c. There will not be a vote for Co-Chairs at this meeting, but nominations will be accepted.